



## Grant FAQs Help

Questions about how the Maine Arts Commission awards funding are addressed in this document. There are three sections:

**Agency Process:** General information about how the agency makes funding decisions.

**Applications:** Requirements and recommendations about applying for grants funding.

**Funding:** Useful information should you receive grants funding.

### Agency Process

- **Why does the Maine Arts Commission award grants?**

The Maine Arts Commission awards grant funds to develop the arts and culture infrastructure of Maine. This is just one tool the agency uses in its mission of “Building a broad support base for the arts by increasing local capacity for arts-making and arts presenting”.

- **Does the Maine Arts Commission provide other support besides grants?**

The agency offers Fellowships, which are merit-based awards. Unlike grants, these awards do not need to be applied toward a specific project. Other agency services include: professional development workshops, arts advocacy, being a collaborative partner, public art administration, exhibition opportunities, statewide arts internship placement, being a statewide informational resource, and more.

- **Who can apply for funding from the Maine Arts Commission?**

The Maine Arts Commission offers grants to individuals and organizations. There is a general Maine residency requirement. More specific requirements are listed on the specific grant pages.

- **How competitive are the applications?**

Fellowships are very competitive because only one award is given in each discipline. Grants vary depending on the number of applicants and the amount of money available.

- **How does the Maine Arts Commission determine funding?**

Review panels are assembled to evaluate the applications and offer funding recommendations to the agency. The Maine Arts Commission members approve the review process and determine that the process was fair and unbiased. Funding amounts are decided based on request amount, overall score, and available funds.

- **How does the agency select review panelists?**

Members of the public are invited to serve on review panels. These people are chosen based on their knowledge about specific artistic disciplines and their availability.



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### **Applications**

- **What is the most appropriate grant for me?**

If you are an individual artist, you are eligible to apply for the Project Grant for Artists, Jane Morrison Film Fund, the Traditional Arts Apprenticeship, and an Artist Fellowship. Organizations should review the offerings on the Grants Home page and select the funding that best aligns with their strategy.

- **Do I have to live in Maine to apply?**

Applicants must have resided full-time in Maine for a minimum of one year directly prior to the date of the application deadline and continue to reside full-time in Maine throughout the project period. Organizations that apply must be based in Maine and have a Maine address.

- **Is financial need considered by the review panel?**

No. The review panel does not consider need as one of the scoring criteria.

- **If I don't have any work samples for my proposed project, what should I submit?**

Artistic work samples are very important in an application. If you do not have artistic samples that relate to your project you will be at a disadvantage. However, support materials can be anything that conveys the potential of a project and can include letters of endorsement, signed contracts, or preliminary sketches, marketing materials, press clippings, articles, anything that will help the panel understand your ideas.

- **Can I apply with multiple projects to the same grant during the same round of funding?**

No. Only one project per applicant can be submitted to a grant program within a funding cycle.

- **Can I apply to multiple grants with the same project during the same round of funding?**

No. Only one project per applicant can be submitted to a grant program within a funding cycle.

- **Can I apply to multiple grants with multiple projects during the same round of funding?**

Yes. Organizations can apply for Partnership, Project, and Arts Learning grants. If an organization receives a Partnership Grant, then it cannot receive a Project Grant, but it can receive an Arts Learning Grant. An organization can also receive a Project Grant and an Arts Learning Grant in the same funding cycle.



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- **How many people need to experience the project to meet the community-impact evaluation criteria?**

The applicant needs to define community-impact within the context of their project. This can mean reaching one thousand festival attendees or enriching the connections of a ten-person printmaking collective; both are equally valid. Quality and thoughtfulness are as important as numbers.

- **Is it better to apply with a new project or an ongoing (established) project?**

Both new and ongoing projects are appropriate for an application. It is important to show continued success in both cases. This can be illustrated through previous projects that have been concluded or the success that has already been achieved in an ongoing project.

- **We have not yet been officially designated a 501(c)(3). Can we still seek grant funding?**

No. Organizations need to be a 501(c)(3) at the time of application and cannot apply before the designation is official.

- **When listing proposed venues in the application, do they need to be confirmed?**

Confirmation of a venue will make an application more competitive. If you cannot get a confirmation you should try and provide something like a letter of endorsement/ interest from the venue.

## Funding

- **How soon can a project be funded after the application deadline?**

The review process, approval process, and release of funds may take up to six months after the deadline date. This means that grant funds may be used to reimburse costs incurred for the project after the award has been approved but before the funds are released.

- **Can the grant pay for expenses incurred before the funding is released?**

Yes, as long as the project takes place within the funding cycle, July 1 to June 30.

- **Do I need to pay taxes on my grant award?**

Individuals are required to pay taxes on grants. You will need to identify grant money you are awarded in your tax documents. You will not receive tax documents (1099s) from the State regarding your grant award, please consult a tax professional to determine your tax liability.



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- **What if I cannot complete my project within the funding timeline?**

If your project is taking longer than expected, you can contact the agency and request an extension. You will need a reasonable explanation for why an extension is needed and a new timeline that is appropriate. These requests are reviewed on a case-by-case basis.

- **What if I cannot complete my project at all?**

If you are unable to complete your project, you will need to return the full amount of the award.

- **What is required in the final report due at the end of the project?**

A final report form can be completed in the GMS system. It asks for project data and documentation of the project. If a final report is not completed, it may impact your eligibility for future funding by the Maine Arts Commission.

- **How should I credit the Maine Arts Commission if I get an award?**

Recipients of Maine Arts Commission funding are required to prominently acknowledge the agency's support in all materials and announcements. Recipients must also display a suitable Maine Arts Commission logo on their materials. This information is online at: [mainearts.com](http://mainearts.com)

Appropriate acknowledgement: "This project has been funded in part by a grant from the Maine Arts Commission, an independent state agency supported by the National Endowment for the Arts."